

# University Work Health Safety and Wellbeing (WHS&W) Committee Terms of Reference

This document should be read in conjunction with the [University WHS&W Consultative Committees Procedure](#).

The Terms of Reference of the University WHS&W Committee are to:

- Provide a vehicle for consultation and cooperation between the University and workers including:
  - progression of unresolved Work Health and Safety (WHS) issues from Local WHS&W Committees; and
  - consider matters referred to by HS Representatives, the Work Health and Safety Team and other members of the committee.
  - progression of Wellbeing issues and consider matters referred by Local WSH&W Committees.
- Offer guidance and recommendations to assist the University reduce risk in relation to WHS issues.
- Review significant incidents and lessons learnt to:
  - develop and implement measures that assist with prevention and reoccurrence of similar incidents; and
  - communicate the incident findings to the wider University.
- Review and assess the University's WHS&W performance against industry standards including other educational institutions.
- Review and provide feedback on new and amended policies, guidelines and procedures that form part of ECU's WHS management system, including those owned by areas other than People and Culture, as outlined in the ECU [Work Health and Safety Management System Guideline](#).
- Review and endorse the ECU:
  - WHS&W Improvement Plan
  - WHS&W Plan
  - Wellbeing Framework
- Assist in the development, scheduling, implementation, and review of a University-wide WHS assurance program.
- Provide advice and support to Local WHS&W Committees with respect to:
  - Monitoring University compliance against relevant statutes, National and State Codes and University Policy.
  - Assisting the University in the provision of quality services relating to WHS&W.
  - Promoting the University as a leader in the area of WHS&W
  - Identifying WHS&W training needs.
  - Raising the awareness, profile and commitment to WHS&W within the University community.
- Provide strategic guidance, information and recommendations to the University Executive and Quality and Risk Committee (QARC) on all WHS&W matters relevant to the University.
- Perform other WHS&W functions prescribed in the legislation or given to the committee, with its consent by the University.